

Laidlaw, Tina

From: Suplee, Mike <msuplee@mt.gov>
Sent: Friday, January 23, 2015 10:10 AM
To: Alers-Garcia, Janice
Cc: Laidlaw, Tina; Gera, Stefanie; Mosso, Dacia
Subject: RE: Invitation to present on EPA's sponsored National Numeric Nutrient Criteria Webinar Series

Hello;

I should be able to give the webinar (I assume I would do it from our office in Helena). I am on vacation so please re-E-mail me after I return on February 3rd, to remind me again, and we can work on details.

-Mike

From: Alers-Garcia, Janice [Alers-Garcia.Janice@epa.gov]
Sent: Friday, January 23, 2015 9:26 AM
To: Suplee, Mike
Cc: Laidlaw, Tina; Gera, Stefanie; Mosso, Dacia
Subject: Invitation to present on EPA's sponsored National Numeric Nutrient Criteria Webinar Series

Dear Mr. Suplee,

Good afternoon. EPA's Office of Science and Technology under the Office of Water will be sponsoring a Nutrient Webinar Series during FY 2015. The main purpose is to highlight and share some of the innovative approaches to nutrient criteria development and implementation that State and Tribes presented during last year's Numeric Nutrient Criteria Technical Workshops on a national level. We would like to invite you to be a speaker at one of our sessions to share your presentation "Overview of Montana's Proposed Numeric Nutrient Standards and their Implementation." Our current plan is to feature at least one topic and/or approach per region and to invite past workshop participants as our main audience.

As first step, I would like to check your interest, availability, and work out some logistics:

- * May I include you as a potential speaker?
- * Will Tuesday May 12 at 3:00 pm EST work for you? If not, will either May 26 or June 16 at 3:00 pm EST work for you?
- * Also, can you let me know the title you plan to use for your presentation (in case you decide to update it), how much time will you need for the presentation, and whether you are interested in addressing follow up questions from attendees? (I'll need this information for the Adobe Connect reservation and webinar invite).
- * As for any webinar, you will need a telephone line and a computer with internet access. We will provide you with a call-in number and contracting support for troubleshooting. In addition to troubleshooting support, Tetra Tech will be following up with you regarding other aspects of coordination and logistics

In order to minimize your workload, we encourage you to either use the same presentation as shown during last year's workshops or a slightly revised one. If you plan to make any significant changes to the presentation we would appreciate to get the updated copy a couple of weeks prior to the webinar to be able to review it.

I am also including a short time-line of the information and efforts we will need from you prior to the webinar:

- * A week after confirming participation- short bio and a synopsis of the presentation
 - * Biography-including your education, work experience, type of nutrient related work, and areas of interest. We will use a short version of your biography for the webinar flier and the one you will provide us for your introduction as webinar speaker.
 - * Synopsis of your presentation- a summary listing the main topics or approaches to be discussed, major findings, technical achievements, challenges, and/or lessons learned and a description on how these contribute to numeric nutrient criteria development and/or implementation
- * Two weeks prior to the webinar- a pdf of the presentation to be uploaded into Adobe Connect and your permission to share it with webinar participants and/or to post it in the Internet
- * A couple of days before the webinar- a 15 to 30 minutes dry run

We hope you can participate and contribute to a national discussion of the approaches at the forefront of minimizing the impact of nutrient pollution to the nation's waterbodies.

Looking forward to your prompt response, Janice

Janice Alers-Garcia
U.S. Environmental Protection Agency
Office of Science and Technology, Office of Water
1200 Pennsylvania Avenue, NW, Washington DC 20460
Phone: (202)566-0756
Email: alers-garcia.janice@epa.gov